



**BENTON-FRANKLIN HEALTH DISTRICT  
BOARD OF HEALTH**

**MEETING MINUTES**

**July 15<sup>th</sup>, 2020**

**BENTON-FRANKLIN HEALTH DISTRICT  
BOARD OF HEALTH  
MEETING MINUTES  
July 15<sup>th</sup>, 2020**

**IN ATTENDANCE**

---

<b>Benton</b>	<input type="checkbox"/>	Commissioner Beaver	<input checked="" type="checkbox"/>	Jason Zaccaria, Administrator & BOH Executive Secretary
	<input checked="" type="checkbox"/>	Commissioner Delvin	<input checked="" type="checkbox"/>	Dr. Amy Person, Health Officer
	<input checked="" type="checkbox"/>	Commissioner Small	<input checked="" type="checkbox"/>	Lisa Wight, Sr. Human Resources Manager
<b>Franklin</b>	<input checked="" type="checkbox"/>	Commissioner Didier	<input checked="" type="checkbox"/>	Jeff Jones, Sr. Finance Manager
	<input checked="" type="checkbox"/>	Commissioner Koch	<input type="checkbox"/>	Rick Dawson, Sr. Surveillance & Investigation Manager
	<input checked="" type="checkbox"/>	Commissioner Peck	<input type="checkbox"/>	Carla Prock, Sr. Healthy People & Communities Manager
			<input checked="" type="checkbox"/>	Janae Parent, Administrative Services Manager
			<input checked="" type="checkbox"/>	Eric Elsethagen, Information Systems & Security

**CALL TO ORDER**

---

Chairman Koch called the meeting to order at 1:41p.m.

**APPROVAL OF MINUTES**

---

Commissioner Peck moved to approve meeting minutes for May 20<sup>th</sup>, 2020, June 4<sup>th</sup>, 2020, June 9<sup>th</sup>, 2020, June 15<sup>th</sup>, 2020, and July 2<sup>nd</sup>, 2020. Commissioner Delvin seconded. Motion carried unanimously.

**DISCUSSION ITEMS FROM THE PUBLIC/STAFF**

---

None

**UNFINISHED BUSINESS**

---

None to report

**NEW BUSINESS:**

---

**1. Health Officer/COVID-19 Update – Dr. Amy Person**

- a. The numbers and metrics that are being seen are not yet reflecting either the increased interactions with some businesses being able to open up and the significant increase in masking usage. One of the requirements for being able to move forward is conducting weekly surveys, and thanks to the strong efforts of local municipalities and counties, as well as other leaders in the community, the Health District saw masking usage jump to 95%.
- b. There continues to be research coming out demonstrating mask usage and the protection of others, as well as some new research showing that cloth face coverings help provide protection of the person wearing the mask. Dr. Person is



**BENTON-FRANKLIN HEALTH DISTRICT  
BOARD OF HEALTH  
MEETING MINUTES  
July 15<sup>th</sup>, 2020**

hopeful that with the increase in people wearing masks this should also reduce the number of people that need to be in quarantine.

- c. At this time activity is continuing to increase, Benton County's average over the last 14 days is 301, and Franklin County's average over the last 14 days is 774. At the time both county applications were submitted to move forward to Phase 2, Benton County's numbers at that time were at 93 cases over 14 days, and Franklin County had 194 cases over 14 days.
- d. Hospital capacity is maintaining, with 68% occupancy, and 15% of beds filled with persons with COVID or COVID like illness. Even with increasing cases, it is not overwhelming the hospital systems.
- e. Testing has increased significantly. At the time the original applications were submitted, the testing average was at 69 tests per day in Benton County and 31 in Franklin County. Those numbers in both counties have increased by 5 to 7 times the original numbers. These increases are due to increased provider testing, but also the two large community testing sites at the HAPO Center in Pasco, and the Toyota Center in Kennewick.

**2. Roadmap to Recovery - Request for 2 FTE for HSWs and 2 FTEs for EHS – Jeff Jones**

- a. J. Jones presented the Roadmap to Recovery direction to hire for two full-time equivalent (FTEs) for Health Services Workers (HSWs) and two FTEs for Environmental Health Specialists (EHS). These are full-time, temporary, non-benefit positions.
- b. The purpose of the HSW positions would be to work with existing staff to coordinate state and local resources for individuals who are in isolation and quarantine and who may need assistance with rent, food, and utilities. These positions would be paid for with state and federal funding from the Department of Health (DOH), and would be contingent upon funding availability and need.
- c. The purpose of the EHS positions would be to work with existing staff to review restaurant reopening plans specifically related to COVID-19. These positions would be paid for with state and federal funding from the Department of Health (DOH), and would be contingent upon funding availability and need.
- d. Commissioner Delvin agreed with the request, noting that this is why DOH sent more resources, and this would be a good use of those resources. Commissioner Delvin motioned for approval of the request as outlined by J. Jones. Commissioner Small seconded with discussion. Commissioner Peck asked J. Jones and J. Zaccaria if the Health District's professional opinion is that not bringing these additional FTEs on board would delay businesses from reopening. J. Jones stated yes. Commissioner Small asked if the funding ends, then the positions end. J. Jones stated yes. Motion carried unanimously.



BENTON-FRANKLIN HEALTH DISTRICT  
BOARD OF HEALTH  
MEETING MINUTES  
July 15<sup>th</sup>, 2020

**APPROVAL OF VOUCHERS**

---

Commissioner Peck moved to approve vouchers 45-2020 through 62-2020 in the amount of \$1,039,301.32 with the Chairman to sign the vouchers on behalf of the Board of Health. Commissioner Small seconded. Motion carried unanimously.

**ANNOUNCEMENTS**

---

None

**EXECUTIVE SESSION**

---

No executive session was held.

**DATE OF NEXT MEETING**

---

Date of next meeting will be August 19<sup>th</sup>, 2020.

**ADJOURNMENT**

---

Chairman Koch adjourned the meeting at 1:58p.m.

*Signature on file*

---

Commissioner Bob Koch  
Chairman of the Board

*Signature on file*

---

Jason Zaccaria  
Executive Secretary

